

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004
Annual Plan for Fiscal Year 2002

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

PHA Plan Agency Identification

PHA Name: Paterson Housing Authority

PHA Number: NJ21

PHA Fiscal Year Beginning: April 1, 2002

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004
[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- ☒ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- ☒ The PHA's mission is:
The Paterson Housing Authority sees its mission as:
- Providing housing opportunities for Paterson residents eligible for public housing or for Section 8 housing voucher choice that is decent, safe, sanitary and affordable.
 - Providing economic uplift opportunities for its family housing resident who are unemployed or underemployed by providing appropriate training and exploring job opportunities with and for residents.
 - Promoting home ownership through the HOPE VI and Section 8 Programs, and other programs.
 - Working with other entities in the creation of mixed income finance developments to provide new or rehabilitated housing.
 - Empowering its residents, in concert with HUD's programs and initiatives.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- ☒ PHA Goal: Expand the supply of assisted housing
Objectives:
- ☒ Apply for additional rental vouchers:
 - ☒ Reduce public housing vacancies:

- ☒ Leverage private or other public funds to create additional housing opportunities:
- ☒ Acquire or build units or developments
- ☐ Other (list below)

- ☒ PHA Goal: Improve the quality of assisted housing
Objectives:
 - ☒ Improve public housing management: (PHAS score)
 - ☒ Improve voucher management: (SEMAP score)
 - ☒ Increase customer satisfaction:
 - ☒ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
 - ☒ Renovate or modernize public housing units:
 - ☐ Demolish or dispose of obsolete public housing:
 - ☒ Provide replacement public housing:
 - ☒ Provide replacement vouchers:
 - ☐ Other: (list below)

- ☒ PHA Goal: Increase assisted housing choices
Objectives:
 - ☒ Provide voucher mobility counseling:
 - ☒ Conduct outreach efforts to potential voucher landlords
 - ☐ Increase voucher payment standards
 - ☒ Implement voucher homeownership program:
 - ☒ Implement public housing or other homeownership programs:
 - ☐ Implement public housing site-based waiting lists:
 - ☐ Convert public housing to vouchers:
 - ☐ Other: (list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

- ☒ PHA Goal: Provide an improved living environment
Objectives:
 - ☒ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - ☒ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - ☒ Implement public housing security improvements:
 - ☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - ☐ Other: (list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

☒ PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- ☒ Increase the number and percentage of employed persons in assisted families:
- ☒ Provide or attract supportive services to improve assistance recipients' employability:
- ☐ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- ☒ Other: (list below)
Promote higher education scholarships.
Promote computer skill development among public housing residents.
Promote partnerships with educational institutions for non-traditional training programs.

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- ☐ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
- ☒ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- ☐ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- ☐ Other: (list below)

Other PHA Goals and Objectives: (list below)

1. [X] PHA Goal: Improve the security and safety of public housing sites:

[X] By April 1, 2002, the PHA will meet with the persons in charge of the police precinct(s) in which public housing sites are located to establish a working relationship.

[X] By April 1, 2002, the PHA in conjunction with the appropriate police officials shall develop a plan to reduce crime at public housing site(s).

2. [X] PHA Goal: Improve the public perception of the housing authority as a public agency:

[X] By January 1, 2002 the PHA will prepare a community relations plan which includes tasks, schedules, and personnel assignments.

[X] By January 1, 2002, the PHA will establish a schedule of speaking engagements at community organizations/clubs for the Executive Director and senior staff, with the purpose of presenting a positive image of the housing authority.

3. [X] PHA Goal: Build communication and partnerships with the other public agencies for the benefit of the public housing population:

[X] Develop advocacy and support of the community, charitable organizations, and governmental agencies for resident benefit by implementing a public speaking program.

[X] Motivate residents to improve their family circumstances according to their own individual abilities by developing academic enrichment programs.

4. [X] PHA Goal: Build communication and partnerships with the other public agencies for the benefit of the public housing population:

[X] Develop advocacy and support of the community, charitable organizations, and governmental agencies for resident benefit by implementing a public speaking program.

5. [X] Motivate residents to improve their family circumstances according to their own individual abilities by developing academic enrichment programs. [X] PHA Goal: Build communication and partnerships with the other public agencies for the benefit of the public housing population:

[X] Develop advocacy and support of the community, charitable organizations, and governmental agencies for resident benefit by implementing a public speaking program.

[X] Motivate residents to improve their family circumstances according to their own individual abilities by developing academic enrichment programs.

Annual PHA Plan
PHA Fiscal Year 2000

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

Streamlined Plan:

- ☐ **High Performing PHA**
- ☐ **Small Agency (<250 Public Housing Units)**
- ☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

EXECUTIVE SUMMARY

In accordance with Section 511 of the Quality Housing and Work Responsibility Act of 1998, the Paterson Housing Authority is pleased to submit the Agency Plan.

The Agency Plan is presented in two sections:

Section 1: Five Year Plan

This Section includes the PHA's Mission Statement, goals and objectives. The Housing Authority has considered the Mission Statement, goals and Objectives of HUD in developing the Five Year Plan. (See Attachment A)

Section 2: Annual Plan

This Section includes the components required to be submitted by a Standard performing housing authority.

Please refer to the Table of Contents for the components included. Any required components that are not included in this submission are so indicated in the Table of contents, along with the location of the applicable materials and the date submitted to HUD, if required.

In this first year of required submission, the Housing Authority of the City of Paterson has elected to continue to operate its programs in an efficient, cost effective manner and to explore the options authorized by the QHWRRA, as methods to increase the supply of affordable housing for very low income households.

Subsequent submissions will include the Paterson Housing Authority's plans to pursue these efforts.

The Five Year and Annual Plans were available for review by the public from November 14, 2001 to December 28, 2001, as noted in the public notice published November 12, 2001. An attendance sheet for the public hearing as well as the minutes, including resident/public comments, are available for review in the Housing Authority's file on the Annual Plan. All comments received have been considered and addressed by the Paterson Housing Authority and the Board of Commissioners approved the Five Year Plan and Annual Plan for submission to HUD on January 12, 2002.

Questions or approval notification should be addressed to Irma Gorham, Executive Director of the Paterson Housing Authority.

Respectfully submitted,

Irma Gorham
Executive Director

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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37. MOA with Passaic County Board of Social Services
 38. Voluntary Conversion Assessment

Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- ☒ Admissions Policy for Deconcentration
☒ FY 2002 Capital Fund Program Annual Statement
☒ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- ☒ PHA Management Organizational Chart
☒ FY 2002 Capital Fund Program 5 Year Action Plan
☒ Public Housing Drug Elimination Program (PHDEP) Plan
☒ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
☐ Other (List below, providing each attachment name)

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
x	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
x	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
x	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
x	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
x	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
x	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
x	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
x	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
x	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
x	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
x	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
x	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
x	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
x	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
x	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
N/A	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent,	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
x	approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	
x	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
x	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
x	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
x	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
x	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
x	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
x	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall 1	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	80%	5	4	4	2	4	2
Income >30% but <=50% of AMI	71.7%	4	5	3	3	5	2
Income >50% but <80% of AMI	44.1%	3	4	4	2	4	4
Elderly	29%	5	4	3	5	2	3
Families with Disabilities	N/A						
Race/Ethnicity Blk	77.9%	5	4	4	1	4	2
Race/Ethnicity Wht	86.2%	5	4	4	1	4	2
Race/Ethnicity Hisp	86%	5	4	4	1	4	2
Race/Ethnicity All	82.1%	5	4	4	1	4	2

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s
Indicate year:
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy
("CHAS") dataset
- ☐ American Housing Survey data
Indicate year:
- ☐ Other housing market study

- Indicate year:
- ☐ Other sources: (list and indicate year of information)

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	893		
Extremely low income <=30% AMI	536	60%	
Very low income (>30% but <=50% AMI)	223	25%	
Low income (>50% but <80% AMI)	134	15%	
Families with children	507	57%	
Elderly families	153	17%	
Families with Disabilities	99	11%	
Race/ethnicity (Blk)	470	52%	

Housing Needs of Families on the Waiting List			
Race/ethnicity (Hisp)	400	45%	
Race/ethnicity (White)	23	3%	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
0 BR	11	1%	
1BR	397	45%	
2 BR	242	27%	
3 BR	196	22%	
4 BR	47	5%	
5 BR	0	0	
5+ BR	0	0	
<p>Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p> <p>If yes:</p> <p>How long has it been closed (# of months)?</p> <p>Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p>			

C. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) <input checked="checked" type="checkbox"/> Section 8 tenant-based assistance <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	189		
Extremely low income <=30% AMI	98	52%	
Very low income (>30% but <=50% AMI)	43	23%	
Low income (>50% but <80% AMI)	48	26%	
Families with children	152	80%	
Elderly families	15	8%	
Families with Disabilities	22	12%	
Race/ethnicity (Blk)	115	61%	
Race/ethnicity (Hisp)	70	37%	
Race/ethnicity			

Housing Needs of Families on the Waiting List			
(White)	4	2%	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)	N/A		
0 BR			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
<p>Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p> <p>If yes:</p> <p>How long has it been closed (# of months)? 28</p> <p>Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p>			

D Strategy for Addressing Needs

Due to the shortage of housing in the City of Paterson, the Authority will continue to apply for additional vouchers and encourage greater landlord participation.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
- ☒ Reduce time to renovate public housing units
- ☒ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☒ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction

- ☐ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☒ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- ☒ Apply for additional section 8 units should they become available
- ☒ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- ☒ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☐ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☐ Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☐ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☐ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☐ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☐ Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- ☐ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints
- ☐ Limited availability of sites for assisted housing
- ☐ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☐ Influence of the housing market on PHA programs
- ☐ Community priorities regarding housing assistance
- ☒ Results of consultation with local or state government
- ☒ Results of consultation with residents and the Resident Advisory Board
- ☐ Results of consultation with advocacy groups
- ☐ Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2002 grants)		
a) Public Housing Operating Fund	5,830,100	
b) Public Housing Capital Fund	3,065,400	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	8,145,300	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	440,000	
g) Resident Opportunity and Self-Sufficiency Grants	136,000	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)	0	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
a. Public Housing Operating Funds	1,871,100	Public Hsg. Operations
b. Capital Fund	1,700,000	Capital Projects
c. HOPE VI	220,200	HOPE VI Revit.
d. Drug Grant	470,400	Public Housing
3. Public Housing Dwelling Rental Income	3,548,400	Public Housing
4. Other income (list below)		
a. Sales/Services to Residents	12,000	Public Housing
b. Cable TV	0	“
c. Laundry Income	32,500	“
d. Late Charges	21,400	“
e. Other Misc.	4,000	“
f. Security Admin Fee	5,000	“
g. Section 8 Admin. Fees	728,200	“
h. Excess utilities	48,300	“
i. Rental Income	16,500	“
j. Interest	50,000	“
5. Non-Federal sources		
A. Section 8 Bond Refinancing	39,000	Public Housing
B. Sale of Land NJ21-4	500,000	Development
Total Resources	\$26,883,800	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

- a. When does the PHA verify eligibility for admission to public housing? (select all that apply)
- ☐ When families are within a certain number of being offered a unit: (state number)
 - ☐ When families are within a certain time of being offered a unit: (state time)
 - ☒ Other: (describe)
- b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?
- ☒ Criminal or Drug-related activity
 - ☒ Rental history
 - ☒ Housekeeping
 - ☐ Other (describe)
- c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)
- ☒ Community-wide list
 - ☐ Sub-jurisdictional lists
 - ☐ Site-based waiting lists
 - ☐ Other (describe)
- b. Where may interested persons apply for admission to public housing?
- ☒ PHA main administrative office
 - ☐ PHA development site management office
 - ☐ Other (list below)
- c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**
1. How many site-based waiting lists will the PHA operate in the coming year?

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?
3. ☐ Yes ☐ No: May families be on more than one list simultaneously
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- ☐ PHA main administrative office
 - ☐ All PHA development management offices
 - ☐ Management offices at developments with site-based waiting lists
 - ☐ At the development to which they would like to apply
 - ☐ Other (list below)

(3) Assignment

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
- ☒ One
 - ☐ Two
 - ☐ Three or More
- b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

- a. Income targeting:
- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:
- In what circumstances will transfers take precedence over new admissions? (list below)
- ☒ Emergencies
 - ☒ Overhoused
 - ☒ Underhoused
 - ☒ Medical justification

- ☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- ☐ Resident choice: (state circumstances below)
- ☐ Other: (list below)

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans’ families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)
 1. Involuntary Displacement – Disaster
 2. Involuntary Displacement – Federal, State and City Action
 3. Working Families
 4. Victims of Domestic Violence Living in a Shelter
 5. Other Victims of Domestic Violence
 6. Households whose head, spouse or sole member is elderly or disabled person.
 7. Household whose sole member is a displaced person
 8. Veterans who are residents of the City of Paterson
 9. Other Eligible Applicants.

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

Date and Time

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
Victims of domestic violence
Substandard housing
Homelessness
High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans’ families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)
 1. Involuntary Displacement – Disaster
 2. Involuntary Displacement – Federal, State and City Action
 3. Working Families
 4. Victims of Domestic Violence Living in a Shelter
 5. Other Victims of Domestic Violence
 6. Households whose head, spouse or sole member is elderly or disabled person
 7. Households whose sole member is a displaced person
 8. Veterans who are residents of the City of Paterson Housing Authority
 9. Other Eligible Applicants.

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
- ☒ The PHA's Admissions and (Continued) Occupancy policy
- ☒ PHA briefing seminars or written materials
- ☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☒ At an annual reexamination and lease renewal
- ☒ Any time family composition changes
- ☒ At family request for revision
- ☐ Other (list)

(6) Deconcentration and Income Mixing

a. ☒ Yes ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☐ Yes ☒ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- ☐ Adoption of site based waiting lists
If selected, list targeted developments below:
- ☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- ☐ Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- ☐ Other (list policies and developments targeted below)

d. ☐ Yes ☒ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing
- ☐ Actions to improve the marketability of certain developments
- ☐ Adoption or adjustment of ceiling rents for certain developments
- ☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- ☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☒ List (any applicable) developments below:
NJ21-1 Riverside Terrace Development
NJ21-3 Alexander Hamilton Development

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ☒ Criminal or drug-related activity only to the extent required by law or regulation
- ☐ Criminal and drug-related activity, more extensively than required by law or regulation
- ☐ More general screening than criminal and drug-related activity (list factors below)
- ☐ Other (list below)

b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

- d. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- ☐ Criminal or drug-related activity
- ☐ Other (describe below)

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- ☒ None
- ☐ Federal public housing
- ☐ Federal moderate rehabilitation
- ☐ Federal project-based certificate program
- ☐ Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- ☒ PHA main administrative office
- ☐ Other (list below)

(3) Search Time

- a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

1. Shortage of available housing.
2. Hardship due to illness.

(4) Admissions Preferences

- a. Income targeting

- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

- b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)
 1. Involuntary Displacement – Disaster
 2. Involuntary Displacement – Federal, State and City Action
 3. Working Families
 4. Victims of Domestic Violence Living in a Shelter
 5. Other Victims of Domestic Violence
 6. Households whose head, spouse or sole member is elderly or disabled person
 7. Households whose sole member is a disabled person
 8. Veterans who are residents of the City of Paterson Housing Authority
 9. Other Eligible Applicants

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

Victims of domestic violence
Substandard housing
Homelessness
High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)
 1. Involuntary Displacement – Disaster
 2. Involuntary Displacement – Federal, State and City Action
 3. Working Families
 4. Victims of Domestic Violence living in a Shelter
 5. Other Victims of Domestic Violence
 6. Households whose head, spouse or sole member is elderly or disabled person
 7. Households whose sole member is a disabled person
 8. Veterans who are residents of the City of Paterson Housing Authority
 9. Other Eligible Applicants

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☒ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- ☒ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- ☒ The Section 8 Administrative Plan
- ☒ Briefing sessions and written materials
- ☐ Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- ☒ Through published notices
- ☐ Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- ☒ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☐ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
- ☐ \$1-\$25
- ☒ \$26-\$50

2. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?
2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:
- d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)
 - ☐ For the earned income of a previously unemployed household member
 - ☒ For increases in earned income
 - ☐ Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:
 - ☐ Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:
 - ☐ For household heads
 - ☐ For other family members
 - ☐ For transportation expenses
 - ☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
 - ☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)
 - ☐ Yes for all developments
 - ☐ Yes but only for some developments
 - ☒ No
2. For which kinds of developments are ceiling rents in place? (select all that apply)
 - ☐ For all developments
 - ☐ For all general occupancy developments (not elderly or disabled or elderly only)
 - ☐ For specified general occupancy developments
 - ☐ For certain parts of developments; e.g., the high-rise portion
 - ☐ For certain size units; e.g., larger bedroom sizes
 - ☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
- ☐ Fair market rents (FMR)
- ☐ 95th percentile rents
- ☐ 75 percent of operating costs
- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☐ The "rental value" of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
- ☐ At family option
- ☒ Any time the family experiences an income increase
- ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) _____
- ☐ Other (list below)

- g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☐ The section 8 rent reasonableness study of comparable housing
- ☒ Survey of rents listed in local newspaper
- ☐ Survey of similar unassisted units in the neighborhood
- ☒ Other (list/describe below)
Analysis of Fair Market Rent

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
- ☒ 100% of FMR
- ☐ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ Reflects market or submarket
- ☐ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually
- ☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
- ☐ Rent burdens of assisted families
- ☐ Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
- ☐ \$1-\$25
- ☒ \$26-\$50

b. ☒ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- ☒ An organization chart showing the PHA's management structure and organization is attached.
- ☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	1475	180
Section 8 Vouchers	785	5
Section 8 Certificates	0	10
Section 8 Mod Rehab	0	0
Special Purpose Section 8 Certificates/Vouchers (list individually)	Fair Share Unification	50
Public Housing Drug Elimination Program (PHDEP)	1475	N/A
Other Federal Programs (list individually)	Capital Fund Program HOPE VI	

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

- a. Blood Borne Disease Policy
- b. Hazardous Materials
- c. Natural Disaster Policy
- d. Community Space Policy
- e. Maintenance Repair Charge List
- A [] Data directions computerized work order and inventory control book
- B [x] Maintenance Manager's resource book
- C [x] Night emergency crew procedures
- D [x] Elevator Maintenance and PM contractor specs
- E [x] Pest Control/Exterminator contractor specs

(2) Section 8 Management: (list below)

- A [x] HQS Inspection Forms
- B [x] Section 8 Administrative Plan
- C [x] Section 8 Orientation Video Workshops
- D [] Nan McKay Section 8 Management Handbook
- E [x] Nan McKay Owners Handbook and Tenant Handbook

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6.
Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. ☐ Yes ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☒ PHA main administrative office
- ☐ PHA development management offices
- ☐ Other (list below)

B. Section 8 Tenant-Based Assistance

1. ☐ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

☒ PHA main administrative office

☐ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

- a. ☒ Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- ☒ Yes ☐ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name: Christopher Columbus Development

2. Development (project) number: NJ21-5

3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development
- ☐ Revitalization Plan submitted, pending approval
- ☐ Revitalization Plan approved
- ☒ Activities pursuant to an approved Revitalization Plan underway

- ☐ Yes ☒ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
- If yes, list development name/s below:

- ☐ Yes ☒ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
- If yes, list developments or activities below:

- ☐ Yes ☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
- If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below

Designation of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. ☐ Yes ☒ No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing

Asset Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☐ Yes ☒ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

1. ☒ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

- ☒ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants
☒ 26 - 50 participants
☐ 51 to 100 participants
☐ more than 100 participants

b. PHA-established eligibility criteria

- ☒ Yes ☐ No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

Assessment by the FSS Coordinator.

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- ☒ Yes ☐ No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 8/13/01

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☒ Client referrals
- ☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☒ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☐ Jointly administer programs
- ☐ Partner to administer a HUD Welfare-to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☒ Other (describe) Community Service Program/HOPE VI

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☐ Public housing rent determination policies
- ☐ Public housing admissions policies
- ☐ Section 8 admissions policies
- ☒ Preference in admission to section 8 for certain public housing families
- ☒ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☐ Preference/eligibility for public housing homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

- ☒ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting	Access (development office / PHA main office /	Eligibility (public housing or section 8

		list/random selection/specific criteria/other)	other provider name)	participants or both)
Evening Youth Program	150	Vol.	Dev. Site	Public Housing
Job Developer Program	50	Vol.	Dev. Office	Both
ROSS GED Program	50	Vol.	Dev. Site	Both
Adult Day Care Program	25			Public Housing
Homeownership Counseling	50		PHA	Section 8
After School	85	Vol.	YMCA, PTF	Both
Mentoring Program	25	Vol.	HOPE for Kids/HOME NJCDC	Both
Bi-Lingual Social Services	150	Vol.	Catholic Family & Community Services	Public Housing
Family Counseling	600	Vol.	Catholic Family & Community Services	Public Housing
ROSS Health Screening	100	Vol.	St. Joseph's Hospital	Public Housing
ROSS Nutrition Program	40	Vol.	Rutgers Coop Extension	Public Housing
ROSS Youth Computer Program	20	Vol.	Rutgers Coop Extension	Public Housing
ROSS Parenting Skills	100	Vol.	Youth Services Bureau	Public Housing
ROSS Social Work Program	150	Vol.	Dev. Site	Public Housing
ROSS Dental Mobile	75	Vol.	Delta Dental	Public Housing
ROSS Computer Literacy	20	Vol.	Dev. Site	Public Housing
ROSS Youth Tutorial Program	50	Vol.	William Paterson University	Public Housing

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	50	27
Section 8	-	0

- b. ☐ Yes ☒ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:
Continue to encourage voluntary participation. Increase outreach to Section 8 residents.

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- ☒ Informing residents of new policy on admission and reexamination
- ☐ Actively notifying residents of new policy at times in addition to admission and reexamination.
- ☐ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- ☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☒ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☒ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- ☒ Residents fearful for their safety and/or the safety of their children
- ☒ Observed lower-level crime, vandalism and/or graffiti
- ☒ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☐ Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☒ Safety and security survey of residents
- ☒ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- ☒ Analysis of cost trends over time for repair of vandalism and removal of graffiti

- ☒ Resident reports
- ☒ PHA employee reports
- ☒ Police reports
- ☐ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

2. Which developments are most affected? (list below)

NJ21-1 Riverside Terrace Development

NJ21-3 Alexander Hamilton Development

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☒ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☐ Crime Prevention Through Environmental Design
- ☒ Activities targeted to at-risk youth, adults, or seniors
- ☒ Volunteer Resident Patrol/Block Watchers Program
- ☐ Other (describe below)

3. Which developments are most affected? (list below)

NJ21-1 Riverside Terrace Development

NJ21-3 Alexander Hamilton Development

NJ21-7 Dr. Norman Cotton Homes

NJ21-8 Rev. William Griffin Homes

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☐ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☒ Police provide crime data to housing authority staff for analysis and action
- ☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☒ Police regularly testify in and otherwise support eviction cases
- ☒ Police regularly meet with the PHA management and residents
- ☒ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☒ Other activities (list below)
Assigned Community Relations Officers for PHA sites

3. Which developments are most affected? (list below)

NJ21-1 RiversideTerrace Development
NJ21-3 Alexander Hamilton Development
NJ21-7 Dr/. Norman Cotton Homes
NJ21-8 Rev. William Griffin Homes

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☐ Yes ☒ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☒ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2002 in this PHA Plan?
- ☒ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: G
In the FY 2002 Appropriations Bill, PHDEP funds are to be merged into Operating Funds.

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

The PHA Pet Policy is intended to meet the needs of management, non-pet owning residents, and pet owing residents.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☒ Yes ☐ No: Were there any findings as the result of that audit?
4. ☐ Yes ☒ No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
5. ☐ Yes ☒ No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☒ Yes ☐ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
 - ☐ Not applicable
 - ☐ Private management
 - ☒ Development-based accounting
 - ☒ Comprehensive stock assessment
 - ☐ Other: (list below)
3. ☒ Yes ☐ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 - ☒ Attached at Attachment D.
 - ☐ Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
 - ☒ Considered comments, but determined that no changes to the PHA Plan were necessary.
 - ☐ The PHA changed portions of the PHA Plan in response to comments
List changes below:
 - ☐ Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☒ Other: (describe)
Approved by the Mayor or City Council

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☒ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☒ Other (list)
In keeping with State Statute, the City Council or Mayor will be responsible for replacing a Commissioner.

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: City of Paterson
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
- ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- ☐ Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

Identify parcels of land for the development of affordable housing.
Ongoing consultation on identifying community needs and assisting in the development of a plan to address the needs.
Coordinate homeownership counseling for first time Section 8 homebuyers.

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

PHA Plan Table Library

Component 7 Capital Fund Program Annual Statement Parts I, II, and II

Annual Statement Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number FFY of Grant Approval: (FFY 2002)

☒ Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	613,076
3	1408 Management Improvements	613,076
4	1410 Administration	306,538
5	1411 Audit	0
6	1415 Liquidated Damages	0
7	1430 Fees and Costs	143,000
8	1440 Site Acquisition	0
9	1450 Site Improvement	219,000
10	1460 Dwelling Structures	1,130,691
11	1465.1 Dwelling Equipment-Nonexpendable	0
12	1470 Nondwelling Structures	0
13	1475 Nondwelling Equipment	0
14	1485 Demolition	0
15	1490 Replacement Reserve	0
16	1492 Moving to Work Demonstration	0
17	1495.1 Relocation Costs	0
18	1498 Mod Used for Development	0
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	3,065,381
21	Amount of line 20 Related to LBP Activities	0
22	Amount of line 20 Related to Section 504 Compliance	0
23	Amount of line 20 Related to Security	0
24	Amount of line 20 Related to Energy Conservation Measures	0

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
	<u>FEES AND COSTS</u>	<u>1430</u>	
NJ21-1	Boiler Repairs		4,900
	Brick Repointing		10,500
	Laundry Room Upgrading		2,450
	Repair/Upgrade Play Areas		1,750
	Bathroom Floor Tile Replacement L/R		10,500
NJ21-3	Brick Repointing		14,000
	Landscaping/Underground Sprinkler		8,400
	Boiler Repairs		12,950
	Roof Fans		944
NJ21-7	Upgrade Emergency Call System		2,100
	Boiler Repairs		1,050
	Water Proofing		3,500
	Tank and Pump System Upgrade		7,000
NJ21-8	Boiler Repairs		2,814
	Brick Repointing		5,600
NJ21-9	Repave Lots & add 10 New Spaces		5,180
	Boiler Repairs		840
PHA	Development Consulting Fees		\$ 48,522

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
NJ21-1	<u>Riverside Terrace Development</u>		
	Repair/Upgrade Play Areas	1450	25,000
	Brick Repointing	1460	150,000
	Boiler Repairs	1460	70,000
	Laundry Room Upgrade	1460	35,000
NJ21-3	Bathroom Floor tile Replace (L.R.)	1460	150,000
	<u>Alexander Hamilton Development</u>		
	Landscaping/Underground Sprinkler	1450	120,000
	Brick Repointing - Phase I	1460	200,000
	Boiler Repairs	1460	185,000
NJ21-7	Roof Fans	1460	13,491
	<u>Dr. Norman Cotton Homes</u>		
	Upgrade Emergency Call System	1460	30,000
	Boiler Repairs	1460	15,000
	Water Proofing	1460	50,000
NJ21-8	Tank & Pump System Upgrade	1460	100,000
	<u>Rev. William Griffin Homes</u>		
	Boiler Repairs	1460	40,200
NJ21-9	Brick Repointing	1460	80,000
	<u>Joseph Masiello Homes</u>		
	Repaving & Additional 10 Spaces	1450	74,000
PHA Wide	Boiler Repairs	1460	12,000
	Computerization	1475	40,000

Annual Statement**Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
HA Wide	Operations	1406	613,076
HA Wide	Management Improvements	1408	613,076
	(See Attachments)		
HA Wide	Administration	1410	306,538

Annual Statement**Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
HA Wide	<u>Management Improvements</u>		
	Boiler Preventive Maintenance	1408	39,778
	35% Benefits	1408	13,922
	Tenant Integrity Investigator	1408	28,950
	35% Benefits	1408	10,133
	Security Salaries	1408	110,595
	35% Benefits	1408	38,708
	Data Entry Clerk	1408	21,150
	35% Benefits	1408	7,402
	Asst. Purchasing Agent	1408	37,845
	35% Benefits	1408	13,246
	Elevator Preventive Maintenance	1408	41,347
	Computerization – Software	1408	100,000
	Tenant Services	1408	130,000
	Staff & Commissioner Training	1408	10,000
	Background Checks		
	Screening Tenants & Applicants	1408	10,000
	Total – Management Improvements	1408	613,076

Annual Statement**Capital Fund Program (CFP) Part III: Implementation Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
NJ21-1	3/31/04	3/31/05
NJ21-3	3/31/04	3/31/05
NJ21-7	3/31/04	3/31/05
NJ21-8	3/31/04	3/31/05
NJ21-9	3/31/04	3/31/05

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
Total estimated cost over next 5 years			

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>
NJ21-1	300 Family	See Attached Information	-	-	-	-	-	-
NJ21-3	498 Family	“	-	-	-	-	-	-
NJ21-4	160 Family	“	-	X	-	-	-	-
NJ21-5	498 Family	“	X	-	-	-	-	-
NJ21-6-1	96 Senior	“	-	-	-	-	-	-
NJ21-6-2	96 Senior	“	-	-	-	-	-	-
NJ21-7	112 Senior	“	-	-	-	-	-	-
NJ21-8	100 Senior	“	-	-	-	-	-	-
NJ21-9	188 Senior	“	-	-	-	-	-	-
NJ21-10	100 Senior	“	-	-	-	-	-	-
NJ21-12	20 Family	“	-	-	-	-	-	-

Attachment B:

**Resident Membership of the
PHA Governing Board**

Resident Name: Erma L. Bonds

Appointing Official: Paterson City Council

Term of Office: February 1, 2000 – January 31, 2005

Attachment A:
Achievement Goals

Housing Authority of the City of Paterson –

Goals:

#1. **INCREASE THE AVAILABILITY OF DECENT, SAFE AND AFFORDABLE HOUSING.**

The Authority has applied for 379 Welfare to Work Vouchers and 25 Fair Share Vouchers. Funding was granted for the 25 Fair Share Vouchers.

The authority has made arduous attempts to reduce the vacancy rate through:

- A. Hiring private contractors to repair and paint vacant units.
- B. Establishing a resident vacant unit program to repair and paint Units rapidly.
- C. Implementing internal controls to reduce unit turnover.

#2. **IMPROVE THE QUALITY OF ASSISTED HOUSING.**

- A. Increase contact with residents through the development of a Bi-monthly newsletters.
- B. Hiring a fee accountant to improve financial management.
- C. Modernization of public housing units at Riverside Terrace Development and Alexander Hamilton Development, i.e., Kitchen floor replacement, vacant unit preparation, lighting Upgrade, windows, etc.

#3. **IMPROVE COMMUNITY QUALITY OF LIFE AND ECONOMIC VITALITY.**

- A. Increased security at all senior citizen developments.
- B. Establishment of a PHA Security Plan for the family developments.
- C. Ongoing meetings with City, State and Federal Law Enforcement Entities.
- D. Increase enforcement of “One Strike”.

#4. **INCREASE ASSISTED HOUSING CHOICES.**

- A. The PHA has initiated voucher counseling sessions.
- B. The PHA has held a series of landlord information meetings and will continue to do so.

**#5.
OF**

**PROMOTE SELF SUFFICIENCY AND ASSET DEVELOPMENT
FAMILIES AND INDIVIDUALS.**

- A. Through the PHA job development office, 115 residents have been employed.
- B. Conducted and participated in four (4) job fairs.
- C. Contracted services with an employment and career counseling firm to assist residents in finding employment.
- D. Awarded five scholarships to PHA residents.
- E. Conducted a computer skills development program for 66 residents.
- F. Sponsored Walgreens Employment/Training Program.

#6.

**IMPROVE THE SAFETY AND SECURITY OF PUBLIC HOUSING
SITES.**

- A. Meetings have been held with the Paterson Police Department and a Plan to reduce crime at the public housing sites has been established.

#7.

**IMPROVE THE PUBLIC PERCEPTION OF THE HOUSING
AUTHORITY AS A PUBLIC AGENCY.**

- A. The PHA has hired a community relations firm to develop and implement a community relations plan.
- B. Authority staff has conducted a series of speaking engagements on HOPE VI throughout the community.

#8.

**BUILD COMMUNICATION AND PARTNERSHIPS WITH OTHER
PUBLIC AGENCIES FOR THE BENEFIT OF PUBLIC HOUSING
POPULATION.**

- A. The Executive Director has increased the PHA's interaction with government agencies and community service providers to promote partnerships that benefit and serve the residents.

Attachment C:

Resident Advisory Board Members

Shirley Moore, NJ21-1 Riverside Terrace Development Resident Council

Jackie Betts, NJ21-3 Alexander Hamilton Development Resident Council

Eugene Miller, NJ21-6-1 Nathan Barnert Homes Resident Council

Joan Corradino, NJ21-6-2 Dr. Andrew McBride Homes Resident Council

Earline Bolden, NJ21-7 Dr. Norman Cotton Homes Resident Council

Mae Munsinger, NJ21-8 Rev. William Griffin Homes Resident Council

Erma L. Bonds, NJ21-9 Joseph Masiello Homes Resident Council

Florine Briggs, NJ21-10 Gordon Canfield Homes

Attachment D:

**Resident Advisory Board
Comments in Developing PHA Plan**

**Resident Advisory Board Meeting re
5 Year Plan – October 29, 2001**

Topics:

HA Policies, Capital Fund (Finances), DEP Grant, RAB Board

As to Waiting List (HA Policies)

Vernon Allen, comment as to priority-senior housing included?

As to Annual Plan

Erma Bonds, comment re copy of responses?

As to Finances

Erma Bonds, comment re excess utilities? Amount expect to be collected?

As to Capital Fund

No comments or questions.

As to PHDEP

Vernon Allen, comment-Write letters to Congressmen? Literacy programs available?

**Resident Advisory Board Meeting re
5 Year Plan – November 1, 2001**

Topics:

**HA Policies, Capital Fund (Finances) L&O Overview,
PHDEP Grant, RAB Board**

As to Waiting List (L&) Overview:

Erma Bonds, comment as to how often waiting list looked into and purged. As to vacancy rate and units not ready, thought HA had crew for this. Acquire apartments?

Earline Bolden, comment re vacant apartment 21-7, empty since May 2001, when will it be finished? What happens when not taken? 893 on list.

Tenant comment-Someone else should get the apartment. Other comment as to safety, parking lot back door problem, someone ran in and disappeared. Gate problem, people

parking in lot who do not belong. There should not be a problem with \$\$, safety major concern.

As to Finances

Erma Bonds, comment re smaller amount from HUD, why? Questioned average rent amount, does federal fund go somewhere else? Other income, what is collected?

Earline Bolden, comment re meeting first of year-grant? Not looking forward to cutback.

Erma Bonds-comment to L. Colon; another way to uproot illegal tenants. Family members in apartments, not paying rent. Resent that.

As to Capital Fund

Earline Bolden, comment re upgrading emergency. Amount for tenant services-complete? Lights in kitchen, where is money going? Bury losses....Get free shades.

As to HOPE VI

Earline Bolden, comment seniors moving into new units?

As to PHDEP

Erma Bonds, comment-trying to get a class for English, really need that class. Many don't speak English. Thirteen members of Resident Patrol.

Earline Bolden, comment as to condition of neighborhood.

Erma Bonds, comment as to security; previously overrun, now not there. Police officers will work with them, need Resident Patrol, the numbers go up and down. Eye Watch Team offers a stipend, when is this going to be? Folks smoking marijuana in buildingsPeople who do not live there, no way to talk to them.

Attachment E:

**Substantial Deviation and
Significant Modification**

The Paterson Housing Authority's Plan is amended to include the definition of Substantial Deviation to mean "Any Change with regard to Demolition or Disposition, Designation, Homeownership Program, or Conversion Activities in the Future".

Attachment F:

HOUSING AUTHORITY OF THE CITY OF PATERSON

RESIDENT ASSESSMENT FOLLOW-UP PLAN 2001

The Real Estate Assessment Center mailed out 353 surveys to PHA residents of which 126 were returned. The response rate of 36% is just below the national response rate of 40%. No surveys were undeliverable.

The Housing Authority of the City of Paterson has prepared the 2001 Resident Assessment Follow-Up Plan in response to the survey results.

In each of the five (5) survey categories, Maintenance Repair, Communication, Safety, Services and Neighborhood Appearance, the PHA increased their scores from the previous year.

Survey Categories	2001 Score	2000 Score	National Average
Maintenance & Repair	75%	71%	89%
Communication	59%	56%	75%
Safety	51%	47%	74%
Services	81%	59%	92%
Neighborhood Appearance	50%	43%	76%

As a result of the responses, the Paterson Housing Authority is required to prepare a follow-up plan for all categories with the exception of Services.

A close analysis of the responses by Development by question was the premise by which the follow-up plan was developed.

MAINTENANCE AND REPAIR

Survey Question #1: If you called Non-Emergency maintenance or repairs the work was usually completed?

- A. The PHA received a score of 97.6%.
- B. Maintenance Management will continue to monitor the response time on work orders.

Survey Question #2: If you called for Emergency maintenance or repairs the work was usually completed in?

- A. The PHA received a score of 95.1%.

- B. Maintenance Management will continue to monitor the response time on emergency work orders.

Survey Question #3: Based on your experience, how satisfied are you with how easy it was to request repairs?

- A. The PHA received a score of 68.6%.
B. The PHA has initiated a centralized work order system whereby residents contact the dispatch center where work orders are issued on a first come, first served basis, with the exception of emergencies.
C. A status report is generated monthly to reconcile the number of work orders issued and the number completed.

Survey Question #4: Based on your experience, how satisfied are you with how well the repairs were done?

- A. The PHA received a score of 66.8%.
B. Maintenance Management staff will be conducting random follow-up inspections on work completed to determine the quality of repairs.
C. Maintenance repair and supervisory staff have attended Housing Television Network training in the fields of Lead Based Paint, Faucet Repairs and Electrical Loading Centers. Training will continue throughout the year.
D. Additional staff were trained on Lead Safe Work Practices, sponsored by HUD.

Survey Question #5: Based on your experience, how satisfied are you with how well you were treated by the person doing the repairs?

- A. The PHA received a score of 76.3%.
B. Housing Managers have been made aware of the survey results for each development.
C. Each Manager has been asked to speak to all site personnel on attitude and delivery of services.

In addition to responses to the survey questions, the Maintenance Department has introduced several new initiatives to promote a higher quality of services:

- A. Monthly staff meetings are held and (1) problem work orders are discussed and scheduled; (2) procedures are reviewed and (3) updates on site operational procedures are discussed.
B. Meeting with residents regarding cleaning common areas and setting up Cleaning schedules has begun at the Alexander Hamilton Development.
C. A new maintenance charge list has been reevaluated with tenant input and distributed to all PHA residents.

COMMUNICATION

Survey Question #1: Do you think management provides you with information about: maintenance and repair?

- A. The PHA received a score of 68.8%.

- B. The PHA Executive Director holds monthly meetings with all Resident Council Presidents. The Agendas for the meetings include major maintenance and repair issues, modernization, as well as resident concerns and events. The information provided at these meetings is carried over by the Presidents, to be addressed at the Resident Councils' Monthly Meetings.
- C. The PHA produces a bi-monthly newsletter which is forwarded to all public housing and HOPE VI residents. Contained in the newsletters are articles that address upcoming maintenance repairs.
- D. Prior to any major work or system shut down, each Housing Manager provides written notice to each household that will be affected, posts notices in the hallways and elevators, also, in some instances, issues follow-up notices.

Survey Question #2: Do you think management provides you information about: the rules of your lease?

- A. The PHA received a score of 68.5%.
- B. At the time each resident signs their initial lease, PHA staff reviews its contents in detail. Upon annual renewal of the lease, an overview is once again given.
- C. In May 2001, the PHA made changes and modifications to the Residential Lease Agreement in the areas of Public Housing Management Charge List, Pet Policy, Rules and Regulations, and Community Service Requirements. An Addendum to the Residential Lease Agreement and the related policies was prepared and mailed to each resident. Residents were invited to attend Special Meetings that were held in each development in both English and Spanish. Discussions on the lease changes were encouraged at each meeting, and written comments were also requested.

Survey Question #3: Do you think management provides you information about meetings and events?

- A. The PHA received a score of 70.7%.
- B. The PHA notifies its residents of meetings, special events and general notices through several processes. Notices of upcoming meetings and/or special events are published in the PHA's Bi-Monthly Newsletter and on the website. Special mailings are sent to residents for notifications of lease revisions and/or policy changes. Flyers are distributed by staff to all households in each development, and also posted in the Manager's Office, Lobby area, Mail Room area, and elevators.
- C. Each Site Manager attends the Monthly Resident Council Meeting to help make residents aware of new PHA initiatives.
- D. The Planning & Grants Department issues door-to-door notices and meets with residents to notify them of all special events that occur at each development.

Survey Question #4: Do you think management is: responsive to your questions and concerns?

- A. The PHA received a score of 60.2%.

- B. Site Managers, Maintenance Staff, Leasing & Occupancy Staff, and Management Staff have been instructed to employ their best customer relation skills when working with residents.
- C. Management Staff has been monitoring interaction between staff and residents to determine the level of professionalism being offered.

Survey Question #5: Do you think management is: courteous and professional with you?

- A. The PHA received a score of 70.6%.
- B. Site Managers, Maintenance Staff, Leasing & Occupancy Staff, and Management Staff, have been instructed to be courteous and professional when working with residents.
- C. Management has been monitoring the interaction between staff and residents to observe the level of professionalism being offered.

Survey Question #6: Do you think management is: supportive of your resident/tenant organization?

- A. The PHA received a score of 66.7%.
- B. The Executive Director has set up a monthly meeting schedule with all Resident Council Presidents to discuss their concerns and to keep them current on PHA projects.
- C. PHA staff meets with resident council representatives on a monthly basiss, to review programs and keep them abreast of the planning process for upcoming events, policy changes, updates and fiscal oversight.
- D. The PHA includes the Resident Council in planning Christmas Parties, Beautification Day, Make a Difference Day, Barbecues, Teen Summits, and Women's Conference.
- E. The PHA has entered into a contract with the Riverside Terrace Development for a Building and Grounds Program, After School Program, and Summer Day Camp.
- F. PHA Staff attends the Resident Council Meetings on a regular basis.
- G. The Senior Development Resident Councils have worked with staff to bring special events and programs into the sites.
- H. The PHA prepared a Senior ROSS Application with the Senior Developments' Planning Committee.
- I. The Resident Council Presidents and one Council Member sit on the PHA's Resident Advisory Board.
- J. The Executive Director has designated a staff member to work with the Senior Citizen Resident Councils and residents.
- K. The PHA has worked with both family developments' ROSS programs.
- L. The family development Resident Councils are members of the PHA Weed & Seed Committee.
- M. Residents participate in the planning and implementation of William Paterson University's HIV/AIDS awareness program.

NEIGHBORHOOD APPEARANCE

Survey Question #1: How satisfied are you with the upkeep of the following areas in your development; common areas

- A. The PHA received a score of 54.2%
- B. PHA staff is currently cleaning the stairways, walkways, and hallways.
- C. Tenants are assigned dates to clean the hallways and common areas.
- D. Hall committees have been established at each site. The committees are currently active and hall fines are being enforced.

Survey Question #2: How satisfied are you with the upkeep of the following areas in your development; exterior of buildings?

- A. The PHA received a score of 59.1%.
- B. PHA staff has rescheduled clean up of the front and rear of the buildings.
- C. Total Life Program students are assisting with the clean up of the exterior of the buildings.
- D. A Make A Difference Day Event was held with community partners to clean up Riverside Terrace Development.

Survey Question #3: How satisfied are you with the upkeep of the following areas in your development; parking areas?

- A. The PHA received a score of 58.6%.
- B. PHA staff is cleaning the parking lots and building exteriors.

Survey Question #4: How satisfied are you with the upkeep of the following areas in your development; recreation areas?

- A. The PHA received a score of 59.3%.
- B. Staff cleans these areas on an ongoing basis.
- C. Staff has been working with the Resident Councils and Youth Programs to develop an anti-litter campaign.

Survey Question #5: How often, if at all, are any of the following a problem in your development; abandoned cars?

- A. The PHA received a score of 84.1%.
- B. Managers have begun to check the parking lots for abandoned cars weekly, and when identified call police to have the vehicle ticketed and towed.
- C. The two Community Police Officers assigned to the PHA have identified and scheduled the removal of abandoned cars.

Survey Question #6: How often, if at all, are any of the following a problem in your development; broken glass?

- A. The PHA received a score of 71.2%.
- B. Clean up is done on a regular basis and tenants are encouraged to assist keeping the site in order.

Survey Question #7: How often, if at all, are any of the following a problem in your development; graffiti?

- A. The PHA received a score of 71.7%.
- B. Staff is working to remove graffiti as soon as possible.
- C. The interior is washed and painted.
- D. The exterior is pressure washed and chemically treated to restore the building.

- E. During the PHA's Beautification Day and Make A Difference Day Events, graffiti was removed by freshly painting the areas.

Survey Question #8: How often, if at all, are any of the following a problem in your development; noise?

- A. The PHA received a score of 56.9%.
B. Residents are encouraged to contact the Manager's Office and identify problem tenants. Local law enforcement officers are made aware of this problem, and speak with the resident.

Survey Question #9: How often, if at all, are any of the following a problem in your development; rodents and insects (indoors)?

- A. The PHA received a score of 58.0%.
B. Extermination is scheduled and completed monthly, and residents are notified in advance.
C. In special instances where there is an increase in rodents/and or insects, the exterminator is contacted immediately to treat the problem.

Survey Question #10: How often, if at all, are any of the following a problem in your development; trash/litter?

- A. The PHA received a score of 57.1%.
B. Exterior clean up includes removal of all trash and litter.
C. Residents are being encouraged not to litter.

Survey Question #11: How often, if at all, are any of the following a problem in your development; vacant units?

- A. The PHA received a score of 70.6%.
B. All vacant units have been visited and a clean up, rehabilitation and rental plan is in place.
C. A special clean out team has been established to expedite the turning over of a unit.

SAFETY

Survey Question #1: How safe do you feel; in your unit/home?

- A. The PHA received a score of 60%.
B. The Authority is well aware of the residents' safety concerns and has encouraged residents to form resident patrols. In late June, a two day resident patrol training was conducted by the Center for Public Safety. Currently, there are two active resident patrols.
C. Two Community Relations Officers are assigned to the PHA full time from the Paterson Police Department. They rotate among all the sites, meet with the resident councils and residents, and provide direct services as well as referrals to the Narcotics Division.

- D. The PHA has also developed a security plan for the two family developments. The plan identifies security efforts by police, residents, and the PHA.
- E. The PHA has submitted an application to the Department of Justice for Weed and Seed Official Recognition.

Survey Question #2: How safe to you feel in your building?

- A. The PHA received a score of 57.0%.
- B. The PHA has provided new security tv systems in each of the Senior Citizen Developments. The system allows for residents to monitor visitors prior to admitting them into the building.
- C. The Housing Authority has also been awarded funds from HUD for a Drug Elimination Technical Assistance Program. The DETAP consultant will work with the residents at the NJ21-1 Riverside Terrace Development and NJ21-3 Alexander Hamilton Development, in developing all available resources to continue efforts to decrease drug abuse and violence, and promote personal safety.
- D. The Senior Citizen buildings are being monitored in the evening by security monitors who are stationed in the front entrance of the buildings.
- E. Residents have met with representatives from the Paterson Police Department to express their concerns.
- F. The Executive Director has ongoing meetings with the Chief of Police to discuss security concerns at each development.

Survey Question #3: How safe do you feel in your parking area?

- A. PHA received NS

Survey Question #4: Do you think any of the following contribute to crime in your development; bad lighting?

- A. The PHA received a score of 69.8%.
- B. The PHA's night crew performs exterior light checks for inoperable lights and replaces same, as necessary.
- C. Interior hallway lights are monitored by the building workers and managers on a daily basis.

Survey Question #5: Do you think any of following contribute to crime in your development; broken locks?

- A. The PHA received a score of 73%.
- B. Lock replacement is ongoing and performed by the maintenance repair staff.
- C. The PHA is under contract with a locksmith company to supply security hardware and apartment entrance services for specialized repairs.

Survey Question #6, 7, 8: Do you think any of the following contribute to crime in your development; location of housing development, police do not respond, residents don't care.

- A. All received an N/A.

Survey Question #9: Do you think any of the following contribute to crime in your development; resident screening?

A. The PHA received a score of 73%.

- B. The PHA performs criminal background and credit checks on every household member 18 years of age and older prior to lease up.
- C. The PHA, in cooperation with the Paterson Police Department, requests random arrest reports on residents believed to be involved in criminal activity.

Survey Question 10#: Do you think any of the following contribute to crime in your development; vacant units?

- A. The PHA received a score of 85%.
- B. The PHA has initiated an aggressive plan to identify vacant units and prioritize their repairs for quick lease up. A special clean out team has been established to address the vacant units.
- C. In an effort to expedite their occupancy, residents have been allowed to paint their own units.

Public Housing Drug Elimination Program Plan

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

Section 1: General Information/History

A. Amount of PHDEP Grant \$ 440,761

B. Eligibility type (Indicate with an "x") N1 _____ N2 _____ R x

C. FFY in which funding is requested 2002

D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

It is the intention of the Paterson Housing Authority's Comprehensive Plan to address the complex issues of drug related crime by controlling drug trafficking and drug use while improving the quality of the environment in the Public Housing Developments. This can be achieved through the continued application of programs that promote self sufficiency, increase resident awareness, remove criminal elements from the Authority's rent rolls, and protect and educate youth against the evils of drugs. By gaining control over high rise buildings, maintaining a police presence, providing drug counseling to youth and their families and through youth remedial education and structured recreational programs that provide support and alternatives to the drug environment, the quality of the housing environment can be improved and the ability of residents to live in safety will be restored. A resident survey will be conducted annually for the five year term of the grant, to redetermine the need for the program activities. Outcomes of the plan's goals and objectives will also be measured through this survey instrument.

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
NJ21-1 Riverside Terrace Development	300	670
NJ21-3 Alexander Hamilton Development	498	1288
NJ21-6-1 through NJ21-12	712	819

F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an "x" to indicate the length of program by # of months. For "Other", identify the # of months).

6 Months _____ **12 Months** _____ **18 Months** _____ **24 Months** x **Other** _____

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	537,000	NJ39DEP0210195	-0-	-0-	8/97
FY 1996	537,000	“ 96	-0-	GE	4/99
FY 1997	563,680	“ 97	-0-	-0-	12/99
FY1998	561,340	“ 98	-0-	-0-	12/00
FY 1999	440,761	“ 99	155,582.26	-0-	3/02
FY 2000	496,039	“ 00	383,996.54	-0-	9/02
FY 2001		“ 01	364,852.00	-0-	

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

The plan will target security, prevention, intervention and education/training program elements to reduce and eliminate drug related crimes. Programs include (2) Youth Programs, (2) Comm. Relations Officers assigned from the Police Department, Teen Summit, Job Development Office, Access Monitors and the Drug Coordinator provides oversight and direct monitoring of all programmatic and fiscal aspects of the programs. Special attention is placed on achieving performance based goal.

B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY <u>2000</u> PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	70,000
9120 - Security Personnel	132,801
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	106,000
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	131,960
TOTAL PHDEP FUNDING	440,761

C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 - Reimbursement of Law Enforcement					Total PHDEP Funding: \$70,000		
Goal(s)	To reduce crime by 20%.						
Objectives	To improve the quality of the environment.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount/ Source)	Performance Indicators Crime Data
1. Comm.Relations Officer			6/02	5/03	70,000	35,260	Attendance Sheets
2. Comm. Meetings					-0-	-0-	Statistical Analysis
3. Monthly Reports					-0-	-0-	Gun Vouchers

9120 - Security Personnel					Total PHDEP Funding: \$149,604		
Goal(s)	To gain control over high rise buildings.						
Objectives	To increase safety.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.6 Access Monitors				1/1/02	12/31/03	149,604	Sign In Sheets, Reports
2.Overtime							
3.							

9130 - Employment of Investigators					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9140 - Voluntary Tenant Patrol					Total PHDEP Funding: \$				
Goal(s)									
Objectives									

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9150 - Physical Improvements					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$106,000		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.NJ21-1 Youth Program	60	Riverside	10/1/02	9/30/03	\$45,000		Monthly Reports
2. NJ21-3 Youth Program	100	Alex. Hamilton	4/02	5/03	\$50,000		Monthly Reports
3. Teen Summit	400	All Residents	6/02	6/02	\$7,000		Participation Record
4. Ms. Housing Pageant	5	All Residents	7/01	12/02	\$4,000		Participation Record

9170 - Drug Intervention					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9180 - Drug Treatment					Total PHDEP Funding: \$		
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Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9190 - Other Program Costs					Total PHDEP Funds: \$ 131,960		
Goal(s)	Increase Program Participation by 5 yearly.; 40 Job Developer clients.						
Objectives	100% Distribution of PHA Survey -						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Asst. Drug Coordinator			9/01	9/02	42,689		Monitoring&Evaluation
2. Job Developer Program			10/02	10/03	75,130		Resident Participation
3. Newsletter			ongoing	ongoing	8,806		Monthly Bills
4. Supplies			ongoing	ongoing	5,335		Monthly Bills

Section 3: Expenditure/Obligation Milestones

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110				
9120				
9130				
9140				
9150				
9160				
9170				
9180				
9190				
TOTAL				

Section 4: Certifications

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”